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STATE OF DELAWARE
BOARD OF NURSING HOME ADMINISTRATORS

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PUBLIC MEETING MINUTES:	BOARD OF EXAMINERS OF NURSING HOME ADMINISTRATORS
MEETING DATE AND TIME:	Tuesday, March 10, 2015 at 1:00 p.m.
PLACE:	861 Silver Lake Boulevard, Dover, Delaware Cannon Building, Second-Floor Conference Room B
MINUTES APPROVED:	May 12, 2015

MEMBERS PRESENT

Mike Salitsky, Professional Member, President
E. Ray Quillen, Professional Member, Vice President
Jane Ketterman, Professional Member, Secretary
Cecilia Jones, Public Member
Jenifer Vaughn, Public Member
Gwen Benton, Public Member

DIVISION STAFF/DEPUTY ATTORNEY GENERAL

Kevin Maloney, Deputy Attorney General
Flora Peer, Administrative Specialist II

MEMBERS ABSENT

Tim Bane, Public Member
Eleanor Allione, Healthcare/Public Member
Sandra Dole, Healthcare/Public Member

PUBLIC PRESENT

CALL TO ORDER

Mr. Salitsky called the meeting to order at 1:03 p.m.

REVIEW AND APPROVAL OF MINUTES

The Board reviewed the minutes of the November 18, 2014 meeting. Mr. Salitsky made a motion, seconded by Ms. Ketterman, to approve the minutes as presented. The motion carried unanimously.

PUBLIC RULES AND REGULATIONS HEARING

See Attached

UNFINISHED BUSINESS

NEW BUSINESS

RATIFICATION OF LICENSURE

Mr. Salitsky made a motion, seconded by Mr. Quillen to ratify the below licenses:

Heather Bressi

Ketterman Quillen

Kathleen Hare

By unanimous vote the motion carried.

REVIEW OF APPLICATIONS FOR LICENSURE

None

REVIEW OF AIT PROGRESS REPORTS

Roneve Davis (first quarterly report)

Mr. Salitsky reviewed Ms. Davis' AIT report for the Board. Mr. Salitsky made a motion, seconded by Mr. Quillen to approve Ms. Davis' first quarter AIT report. The motion carried unanimously.

YingYing Ingles (first quarterly report)

Ms. Ketterman reviewed Ms. Ingles' AIT report for the Board. Ms. Ketterman made a motion, seconded by Mr. Salitsky, to approve Ms. Ingles' first quarter AIT report. The motion carried unanimously.

Marguerite Falzone (first quarterly report)

Mr. Quillen reviewed Ms. Falzone's AIT report for the Board. Mr. Quillen made a motion, seconded by Mr. Salitsky, to approve Ms. Falzone's first quarter AIT report. The motion carried unanimously.

John Teoli (final report)

Mr. Salitsky reviewed Mr. Teoli's AIT report for the Board. Mr. Salitsky made a motion, seconded by Ms. Ketterman, to approve Mr. Teoli's final AIT report. The motion carried unanimously.

REVIEW of AIT SUMMARY REPORT

Ms. Peer summarized the status report of the current AITs.

REVIEW OF CONTINUING EDUCATION APPROVAL REQUESTS

Mike Salitsky, "Sales 101 Selling Skills," November 9-10th, 2013, Requesting 15.0 CEUs

Ms. Ketterman reviewed Mr. Salitsky's request for the Board. Mr. Salitsky requested fifteen continuing education credits for the course "Sales 101 Selling Skills". Ms. Ketterman made a motion, seconded by Mr. Quillen, to approve the course for 15 CEUs. The motion carried by majority, with Mr. Salitsky recused.

E. Ray Quillen, "Evaluation and Improvement Planning" FEMA IS – 130, online course, Requesting 5 CEUs

Ms. Ketterman reviewed Mr. Quillen's request for the Board. Mr. Quillen requested five continuing education credits for the course "Evaluation and Improvement Planning". Ms. Ketterman made a motion, seconded by Mr. Salitsky, to approve the course for 5 CEUs. The motion carried by majority with Mr. Quillen recused.

E. Ray Quillen, "Disaster Exercise Design" FEMA IS – 139, online course, Requesting 15 CEUs

Ms. Ketterman reviewed Mr. Quillen's request for the Board. Mr. Quillen requested fifteen continuing education credits for the course "Disaster Exercise Design". Ms. Ketterman made a motion, seconded by Mr. Salitsky, to approve the course for 15 CEUs. The motion carried with Mr. Quillen recused.

Delaware State Fire School, “Healthcare Fire Safety” Oct. 30, 2014, Requesting 6 CEUs

Ms. Ketterman reviewed Delaware State Fire School’s request for the Board. The Delaware State Fire School requested six continuing education credits for the course “Healthcare Fire Safety”. Ms. Ketterman made a motion, seconded by Mr. Salitsky to approve the course for 6 CEUs. The motion carried unanimously.

John L. Schmitt, “Intermediate Incident Command System” March 25-27, Requesting 21.0 CEUs

Mr. Quillen reviewed Mr. Schmitt’s request for the Board. Mr. Schmitt requested twenty one continuing education credits for the course “Intermediate Incident Command System”. Mr. Quillen made a motion, seconded by Ms. Ketterman, to approve the course for 21 CEUs. The motion carried unanimously.

Adrienne Indellini “Putting People First”, August 12-15, 2015 Requesting 12 CEUs

Quillen reviewed Ms. Indellini’s request for the Board. Ms. Indellini requested twelve continuing education credits for the course “Putting People First”. Mr. Quillen made a motion, seconded by Ms. Ketterman, to approve the course for 12 CEUs. The motion carried unanimously.

Delaware Healthcare Facilities Association “2015 DHCFA Regulatory Conference” Jan 29, 2015, Requesting 5.5 CEUs

Mr. Salitsky reviewed Delaware Healthcare Facilities Association’s request for the Board. DHCFA requested five and a half continuing education credits for the “2015 DHCFA Regulatory Conference”. Mr. Salitsky made a motion, seconded by Ms. Ketterman, to approve the request for 5.5 CUEs. The motion carried unanimously.

Delaware Healthcare Facilities Association “2015 DHCFA Assisted Living Conference” March 26, 2015, Requesting 5.25 CEUs

Ms. Ketterman reviewed Delaware Healthcare Facilities Association’s request for the Board. DHCFA requested five and a quarter credits for the “2015 DHCFA Assisted Living Conference”. Ms. Ketterman made a motion, seconded by Mr. Quillen, to approve the request for 5.25 continuing education credits. The motion carried unanimously.

Health Care Association of New Jersey “HCANJ 43rd Annual 20 Hour Symposium”, March 17 – 19, 2015, Requesting 20 CEUs

Mr. Quillen reviewed the Health Care Association of New Jersey’s request for the Board. HCANJ requested twenty continuing education credits for the “HCANJ 43rd Annual 20 Hour Symposium”. Mr. Quillen made a motion, seconded by Mr. Salitsky, to approve the request for 20 CUEs. The motion carried unanimously.

Susan Hammond “Collaborative Relationships: Improving the Home Care Experience”, April 15, 2015, Requesting 6 CEUs

Ms. Ketterman reviewed Ms. Hammond’s request for the Board. Ms. Hammond requested six continuing education credits for the course “Collaborative Relationships: Improving the Home Care Experience”. Ms. Ketterman made a motion, seconded by Mr. Salitsky, to approve the course for 6 CUEs. The motion carried unanimously.

Delaware Healthcare Facilities Association “Value Based Purchasing Reimbursement – Get Prepared for a New Direction of Health Care” April 15, 2015 Requesting 6.25 CEUs

Ms. Ketterman reviewed the Delaware Healthcare Facilities Association’s request for the Board. DHCFA requested six and a quarter continuing education credits for the course “Value Based Purchasing Reimbursement – Get Prepared for a New Direction of Health Care”. Ms. Ketterman made a motion, seconded by Mr. Salitsky to approve the course for 6.25 CEUs. The motion carried unanimously.

Request for a Temporary License Extension - John Teoli

Mr. Salitsky summarized Mr. Teoli's request for the Board. Mr. Salitsky stated that Mr. Teoli was requesting a second temporary license. Mr. Teoli had previously held a temporary license and had already been granted the one extension that allowed by the statute. Mr. Maloney reviewed § 5211 of the Boards statute. Ms. Kettermann made a motion, seconded by Mr. Quillen, to deny Mr. Teoli's application for temporary licensure. The motion carried unanimously.

AIT Waiver Request – None

COMPLAINT ASSIGNMENT PROCESS MEMO – None

HEARING OFFICER RECOMMENDATIONS – None

REVIEW AND CONSIDERATION OF ORDERS

Frederick Stork

The Board reviewed and signed the order prepared by Mr. Maloney.

REVIEW OF APPLICANTS FOR RE-EXAMINATION TEST - None

COMPLAINT ASSIGNMENT AND UPDATES – None

DISCIPLINE AND COMPLIANCE UPDATES – None

OTHER BUSINESS BEFORE THE BOARD (FOR DISCUSSION ONLY)

New Board Member Introductions

Ms. Benton and Ms. Vaughn introduced themselves to the Board.

PUBLIC COMMENT

No public comment.

NEXT SCHEDULED MEETING

The next meeting is scheduled to be held on Tuesday, May 12, 2015 at 1:00 p.m. in the second-floor Conference Room B of the Cannon Building located at 861 Silver Lake Boulevard, Dover, Delaware.

ADJOURNMENT

There being no further business, Mr. Salitsky made a motion, seconded by Ms. Kettermann, to adjourn the meeting at 1:40 p.m. The motion carried unanimously.

Respectfully submitted,



Flora Peer
Administrative Specialist II
Board Liaison

The notes of this meeting are not intended to be a verbatim record of the topics that were presented or discussed. They are for the use of the Board members and the public in supplementing their personal notes and recall for presentations.

HEARING – Rules and Regulations

The Delaware Board of Nursing Home Administrators held a hearing on March 10, 2015 at 1:00 p.m. in the Second Floor Conference Room B, Cannon Building, 861 Silver Lake Blvd., Dover, Delaware.

PRESENT: Mike Salitsky, Professional Member, E. Ray Quillen, Professional Member, Jane Ketterman, Professional Member, Cecelia Jones, Public Member, Jenifer Vaughn, Public Member, Gwen Benton, Public Member

PUBLIC PRESENT:

PURPOSE: Rules and Regulations

The Delaware Board of Examiners of Nursing Home Administrators, pursuant to 24 *Del. C.* § 5206(1), proposes to revise its regulations. The proposed revisions to the regulations would mandate that AIT registrants take additional training in preparation for the National Association of Long Term Care Administrator Boards and the practice of nursing home administration. The Board has always strongly recommended that applicants take the course and now recommends that the course become mandatory pursuant to 24 *Del. C.* § 5209(a)(1).

PRESIDING: Michael Salitsky, Board Chair

BOARD STAFF: Flora Peer, Administrative Specialist II

BOARD COUNSEL: Kevin Maloney, DAG

TIME STARTED: 1:05 p.m.

The hearing began at 1:05 p.m. The hearing was recorded. Board members introduced themselves. Mr. Maloney read aloud the purpose of the hearing as stated above. Mr. Maloney confirmed that the proposed changes and notifications of the public hearing were published in two newspapers as well as the Delaware Register of Regulations on April 1, 2014, November 1, 2014, and February 1, 2015. Mr. Maloney introduced the affidavit of publication from The News Journal as Board's Exhibit 1, and the affidavit of publication from the Delaware State News as Board's Exhibit 2. No written comments were received. There was no public comment. The hearing adjourned at 1:07 p.m.